



Interoffice Memorandum

CAPITAL PROJECTS ITEM 3

DATE: March 17, 2022

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

THROUGH: Anne Kulikowski, Director
Administrative Services Department

A handwritten signature in black ink, appearing to read "AK", with a long horizontal line extending to the right.

FROM: Sara Flynn-Kramer, Manager
Capital Projects Division

A handwritten signature in black ink, appearing to read "Sara Flynn-Kramer", with a long horizontal line extending to the right.

CONTACT PERSON: Sara Flynn-Kramer, Manager

DIVISION: Capital Projects
Phone: 407-836-0048

ACTION REQUESTED: Approval of Change Order No 3, Contract Number Y21-801, OC Fire Rescue Training Facility, with KMF Architects, in the amount of \$303,757.21, for a revised lump sum contract amount of \$2,285,141.78. District 3.

PROJECT: OC Fire Rescue Training Facility

PURPOSE: To provide funding for additional design services to complete the capital improvements.

BUDGET: Accounting Line No.: 1023-034-0727

JUSTIFICATION/DISCUSSION:

This work is to add the Candidate Physical Ability Test building, or CPAT building into the new fire training campus. The CPAT building will house the equipment and training space necessary to provide the training classes and certification testing that is currently housed in a leased property on Forsyth Road. The work also includes site modifications to re-work the campus to accommodate a 60' wide easement and increased wetland setbacks, to re-work the parking and training props areas, and to relocate the gopher tortoises that have been identified on the site. Other design modifications include the development of the detailed job specific design criteria package for the conventional build training props which include the Burn Building, two Drill Towers, and other small props along with the associated design schedule impacts.

PREVIOUS ACTIONS TO THIS CONTRACT:

The Contract award was approved on February 9, 2021.

Original Contract dated April 7, 2021	Lump sum amount - \$ 1,959,929.75
Change Order No. 1 dated August 11, 2021 Additional professional services for managing the lot spit process needed for the land purchase.	Lump sum amount - \$ 4,582.00
Change Order No. 2 dated August 11, 2021 Additional professional services for the re-design of the restroom/locker/shower area to a traditional design.	Lump sum amount - \$ 16,872.82
Proposed Change Order No. 3 Add the CPAT building and site modifications to accommodate the 60' easement, wetland setbacks, and gopher tortoise relocation. Develop the design criteria for the site-built training props and the associated design schedule impacts.	Lump sum amount - \$ 303,757.21
Proposed Final Contract Amount	\$ 2,285,141.78

cc: *Administrative Services Department
Procurement Division
Capital Projects Division
Fire Rescue Department*



**ORANGE COUNTY PROCUREMENT DIVISION
CHANGE ORDER REQUEST FORM**

REQUEST DATE	BUDGET FY	GRANT FUNDING
03/03/22	21/22	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> THIS REQUEST COMPLIES WITH COST PRINCIPLES

DEPARTMENT/DIVISION	CONTACT NAME	CONTACT PHONE	BUYER/PA/CA NAME
Administrative Services / Capital Projects	Jose Canas	407-836-0081	

VENDOR	CHANGE ORDER NO.	DOCUMENT NO. (ATTACH FIRST PAGE)	TYPE	CONTRACT NUMBER	<input type="checkbox"/> CANCEL ENTIRE PO/DO
KMF ARCHITECTS	3	C21801	POOC	Y21-801	<input type="checkbox"/> DO NOT MAIL VENDOR COPY

INCREASE, DECREASE OR DELETE COMMODITY LINE

CMDTY. LINE NO.	ACTION:	PREVIOUS LINE DOLLAR AMOUNT	NEW LINE DOLLAR AMOUNT	COMMODITY LINE DESCRIPTION/COMMENTS	NET DOLLAR CHANGE
1	Increase Quantity FROM 1981384.57 TO 2285141.78	\$ 1,981,384.57	\$ 2,285,141.78	Project: Design Services for OC Fire Rescue Training Facility - INVEST (20107)	\$ 303,757.21
	Select Action FROM TO				\$ 0.00
	Select Action FROM TO				\$ 0.00

ADD COMMODITY LINE

CMDTY. LINE NO.	CMDTY. CODE	DESCRIPTION FOR D.O. YOU MUST SPECIFY AN MA LINE	MA LINE	QTY.	UNIT OF MEAS.	UNIT COST	ACCOUNTING LINE	CHANGE
								\$ 0.00
								\$ 0.00
								\$ 0.00

FUNDING: ACCOUNTING LINE OR REPORTING CODE CHANGE

CMDTY. LINE NO.	ACCTG. LINE NO.	FROM AMOUNT	TO AMOUNT	FROM ACCOUNTING LINE	TO ACCOUNTING LINE	FROM REPORTING CODE	TO REPORTING CODE

ENCUMBERED/DE-ENCUMBERED (REQUIRED FOR ALL TRANSACTIONS)

ORIGINAL PO/DO AMT.	NET DOLLARS PREVIOUS C/O <input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	NET DOLLARS FOR THIS C/O <input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	DOCUMENT TOTAL AFTER THIS C/O
\$ 800,000.00	\$ 1,181,384.57	\$ 303,757.21	\$ 2,285,141.78
CONTRACT AMOUNT	NET DOLLARS PREVIOUS C/O <input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	NET DOLLARS FOR THIS C/O <input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	CONTRACT TOTAL AFTER THIS C/O
\$ 1,959,929.75	\$ 21,454.82	\$ 303,757.21	\$ 2,285,141.78

OTHER CHANGES:

DESCRIBE
APPROVED BY ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS APR 05 2022

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

Additional design services needed for changes and additions to the project scope.

By signing this agreement, the Contractor hereby releases the County, its agents and employees from any and all liabilities under this contract for further equitable adjustments and/or claims associated with this change order.

VENDOR/ CONTRACTOR AUTHORIZATION

DATE: 03/18/22

DEPARTMENT APPROVAL SIGNATURE

Sara Flynn-Kramer
Digitally signed by Sara Flynn-Kramer
Date: 2022.03.17 13:43:56 -04'00'

DATE: 03/17/22

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL:

DATE:

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: YES NO

CHANGE AWARD AMOUNT TO: